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24 July 1981

MEMORANDUM FOR: Deputy Director of Central Intelligence  
 FROM: Harry E. Fitzwater  
 Deputy Director for Administration  
 SUBJECT: Weekly Activity Report for the Directorate of Administration

**DD/A REGISTRY**  
**FILE: 047-1**

25X1

1. The communications link for the new Agency station in [redacted] was officially activated on 20 July 1981. [redacted]

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2. New SKYLINK (SC-3) installations have been made in [redacted]. Equipment testing and operating training is in progress at each location with formal activation of the terminals scheduled for the near future. [redacted]

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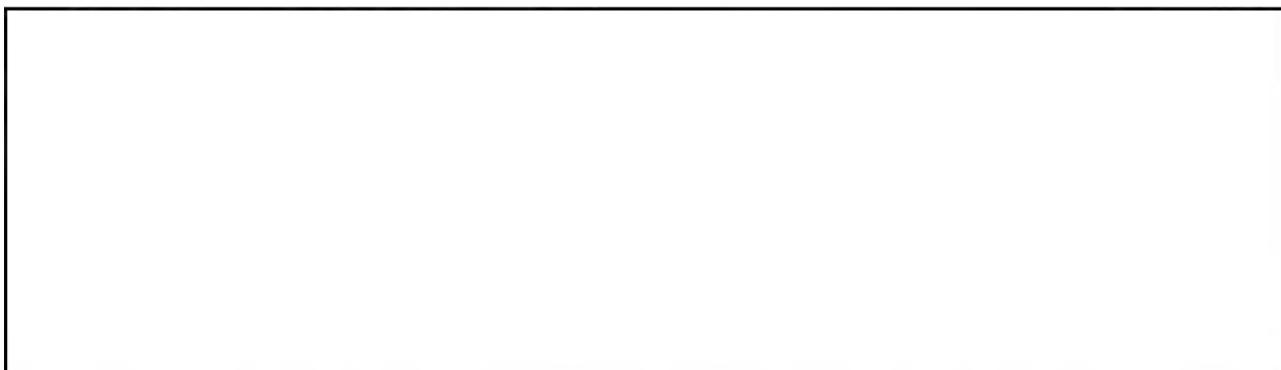
3. On 20 July, the DCI was briefed on the SAFE Project [redacted] project officials, who presented the briefing, indicated that the DCI left the briefing with a positive attitude toward the goals of the project. [redacted]

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4. Over 20 Agency personnel, representing a cross section of the Agency, were briefed on 20 July by four representatives from the Institute of Computer Sciences and Technology (ICST) and the National Bureau of Standards (NBS) on NBS activities in the areas of communications protocol standards and hardware standards. [redacted]

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6. In anticipation of the mail strike and with the concurrence of the Department of the Treasury, the salary checks for this pay period were mailed one day earlier. [redacted]

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8. As a result of an earlier FOIA request, University Publications of America, Inc., Frederick, Maryland, obtained a copy of our DECAL listing of documents released in declassified or sanitized form. Mr. John Moscato, the president of the firm, has now submitted a request for copies of 1,093 of these documents. While we do not ordinarily assess search charges for copies of previously released documents, we shall have to for a request of this magnitude. Moreover, we intend to ask that he provide additional bibliographical data, such as publication dates, to facilitate the retrieval of the documents. [redacted]

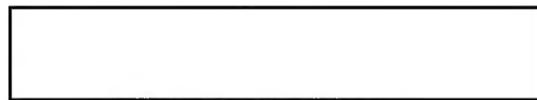
9. The meeting with Fairfax County authorities to discuss the Agency's Master Plan was held on 21 July. The county authorities pledged cooperation with the Agency's consultants in their development of the Master Plan. [redacted] 25X1

10. The Assistant to the President of the National Defense University has informed us that the CIA would be authorized a quota of six spaces for the 1981-82 National War College session. The normal Agency quota over the years has been four. [redacted]

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11. A full recruiting task force spent the week of 12-18 July 1981 in Los Angeles, California. After extensive technical, medical, and security testing, eleven candidates were offered positions; five as technicians, and six as communicators. Four other candidates may be offered positions after the completion of follow-up polygraph and medical examinations. [redacted] 25X1

12. IBM is discontinuing the manufacture of the Selectric II and Correcting Selectric typewriters and replacing them with the Selectric III, which has the correcting features. The "phaseout" of the Selectric II and Correcting Selectric should take place by 30 September 1981. The Selectric III has been TEMPEST tested and approved by the Communications Security Division, Office of Communications. Steps are being taken to justify this typewriter for Agency use, and the DDA's approval will be requested. [redacted] governing the use and justification of Agency approved typewriters will be updated accordingly. [redacted] 25X1



Harry E. Fitzwater

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